Approved For Release 2001/09/07-07-08-1-00017A000100100076-8

CONFIDENTIAL

	Document No. 055
Executive Assistant to DCI	
Director of Training	Class. CHAYOUD TO: TO
	Auth: Dr. 77/1763
	Des: 25/01/78 By: 008

1. The new CIA Presentations Program consisting of highlevel presentations by top men of the various Offices of the Agency to a select audience composed primarily of division and branch chiefs was launched on Wednesday, 6 August, with Colonel Sheffield Edwards, Assistant Deputy (Administration) for Security as the first speaker.

- 2. CIA Regulation re Agency briefing of outgoing Service Attaches has been revised, coordinated and approved by AD/IC, and forwarded to Organization and Methods for promulgation.
- 3. A request to obtain bibliographies, texts, and other teaching aids on elementary and intermediate Chinese language courses from selected universities has been submitted to the Office of Training by 1 September.
- 4. It has been recommended by this Office that 10,000 copies of YOUR PERSONNEL EVALUATION REPORT, an instructional guide in the use of the Personnel Evaluation Report, be reproduced in leaflet form, and that 1,000 copies be mimeographed for immediate use in getting the training program for the Personnel Evaluation Report underway.
 - 5. The following instruction has been scheduled:

25X1A14a 25X1A6a

3 days will be at

9-26 September, of which first the remainder in Washington.

CONFIDENTIAL

25X1A

25X1A8a

25X1A14a

25X1A14a

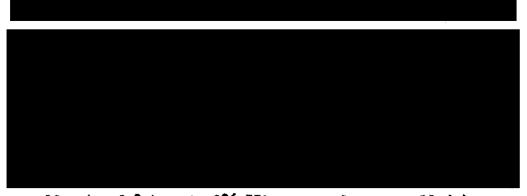
CONFIDENTIAL

25X1A6a 25X1A6a



25X1A14a

25X1A12



10. As of 8 August, 286 CIA personnel are enrolled in TR(S) training courses and 442 in TR(G) training courses, making a total of 728 in training programs under the jurisdiction of OTR as a whole.

MATTHEW BAIRD

cc - DD/P